

Charity Registration No. 1117088

Company Registration No. 05683997 (England and Wales)

**INTERNATIONAL P.E.N.
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2014**

INTERNATIONAL P.E.N.

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	John Ralston Saul Jarkko Tontti Mohammed Sheriff Takeaki Hori Marketa Hejkalova Anders Heger Lee Gil-won Antonio Della Rocca Teresa Cadete Margie Orford
Secretary	Anthony Archer
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Company number	05683997
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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2014

For the year ended 31 December 2014 The Trustees, who are directors of the company for the purpose of the Companies Act, and Trustees for charity law purposes, submit their annual report and the financial statements of International P.E.N (known as PEN International and referred to as such thereafter) for the year ended 31 December 2014. The Trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities (revised 2005)'.

Structure, governance and management

PEN International's governing document is the PEN Charter. PEN International's members are the PEN Centres meeting once a year at the Assembly of Delegates. The organisation is managed by its board, which consists of the International President, International Secretary, the Treasurer and seven members elected from among PEN's worldwide membership. Day to day management of the organisation is the responsibility of the Executive Director.

In 2014 the trustees that served during the year were as follows:

John Ralston Saul	
Jarkko Tontti	
Mohammed Sheriff	
Takeaki Hori	
Yang Liang	(Resigned 3 October 2014)
Marketa Hejkalova	
Anders Heger	
Lee Gil-won	
Antonio Della Rocca	
Teresa Cadete	(Appointed 3 October 2014)
Sylvestre Clancier	(Resigned 3 October 2014)
Margie Orford	(Appointed 3 October 2014)

Recruitment and appointment of trustees

PEN International's Trustees have been elected at Congress (the annual meeting of the Assembly of Delegates). The responsibilities of the board of PEN International have been defined by its constitution. PEN International is a registered charity and its Executive Director is responsible for the formal induction and training of the Trustees. In addition to updating the Trustees individually with any requirements from time to time, the Executive Director will arrange that Trustees' meetings address changes and responsibilities on a twice yearly basis.

Objectives and activities

PEN International is a worldwide association of writers. It was founded in 1921 and is governed under the PEN Charter which was originally passed in 1948 and subsequently amended. It exists to promote friendship, fellowship and intellectual co-operation among writers everywhere, regardless of their political or other views; to fight for freedom of expression and to defend vigorously writers suffering from oppressive regimes. PEN International connects an international community of writers from its Secretariat in London. It is a forum where writers meet freely to discuss their work; it is also a voice speaking out for writers silenced in their own countries. Through Centres in over 100 countries, PEN operates on five continents. PEN International is a non-political organisation which holds Special Consultative Status at the UN and Associate Status at UNESCO.

The objectives of 2014 were to roll-out year three of the 2012/14 three-year strategic plan with a focus on growing the global voice of PEN.

Public Benefit

Article 19 of the Universal Declaration of Human Rights addresses freedom of expression as follows:

"Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions without interference and to seek, receive and impart information and ideas through any media and regardless of frontiers".

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International PEN coordinates the activities of PEN centres across the world in defence of freedom of expression and provides international support, research, policy development and programming to further this aim.

The Charity Commission's RR12 declares: "there is an obvious public benefit in promoting human rights. For individuals whose human rights are thereby secured, the benefit is immediate and tangible. There is also a less tangible, but nonetheless significant, benefit to the whole community that arises from our perception that the fundamental rights of all members of the community are being protected."

Risk Identification

The Trustees are committed to a programme of risk management as an element of its strategy to preserve the charity's assets, ensure its continuity and to protect its employees. A key risk register for the charity has been prepared and has been reviewed by the Trustees. It identifies the potential impact of key risks and the measures that are in place to mitigate such risks.

ACHIEVEMENTS AND PERFORMANCE

'[International PEN is]...a fellowship moved by the hope that one day the work it tries and often manages to do will no longer be necessary'. - **Arthur Miller, Former PEN International President**

OVERVIEW

PEN International, established in 1921, is the world's oldest literary and human rights based organisation. The freedom to read and write rests at the heart of all of PEN's work. PEN's activities challenge restriction to freedom of expression, whether by campaigning for a writer who is imprisoned, promoting translation and exchange between languages, or ensuring young people have access to reading and writing – the tools they need to exercise their freedom of expression and to hold those in power to account.

In 2014 we rolled out the final year of our Strategic Plan. The key focus was on developing the global voice of PEN.

Building on previous years' work of strengthening PEN Centres, building membership and strengthening Secretariat capacity, 2014's focus was on increasing global impact. This was achieved through development of key communications channels thereby extending the reach of PEN's global identity as a leading voice in defence of writers at risk and freedom of expression.

The main strands of the year's aims were:

- Strengthening communications channels
- Clarifying and integrating policy, advocacy, campaigning and communication strategies throughout the organisation
- Developing global campaigns

Aims included developing a new and easy to navigate, multilingual website displaying the multifaceted nature of PEN's work, increasing output of work in PEN's three official languages and running strong major campaigns with global actions that demonstrate the reach, power and effectiveness of PEN globally.

2014 AT A GLANCE

- Monitored freedom of expression violations in over 800 cases of writers in prison or at risk supported by a research team based in the International Secretariat.
- 45,000 children and young people directly benefited from PEN programmes
- Over 900 teachers, 1400 community groups, 500 writers directly benefited from PEN programmes.
- Launch of new multi-lingual website designed to communicate the global impact of PEN's work.
- Re-branding of PEN International's identity to drive our mission and impact more broadly, enhance visibility and increase support.
- Major global campaigns with global actions highlighting freedom of expression of violations across the globe.
- Major online campaigns with global reach and Centre participations including Out in the Cold and #KeepingScore during the World Cup.
- Publications of two major reports on freedom of expression violations in Honduras and Turkey.

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- Global campaign to mark PEN International's Day of the Imprisoned Writer.
- 24 high-profile Free the Word! events in 10 countries.
- Development of Publishers and Writers Circles, i.e., \$260,000 of unrestricted income in 2014
- The second awarding of New Voices Award with 25 Centres nominating 48 young unpublished writers.
- 80th PEN International Congress held in Kyrgyzstan, with campaigns on behalf of writers at risk, literary events, and high-profile meetings with the President and Prosecutor General.
- PEN International granted a hearing before the Inter-American Commission on Human Rights.
- Successfully petitioning the IACHR for Precautionary Measures for PEN member, Julio Ernesto Alvarado. IACHR made a landmark legally-binding decision requesting the Honduran government to suspend its sentence against Alvarado /
- Launch for four new PEN Centres: PEN Honduras, PEN Eritrea, PEN Liberia, and Wales PEN Cymru.
- Advocacy training in South Africa for African Centres from Ghana, Kenya, Malawi, Uganda, Zambia and South Africa.
- Eight PEN Centres selected to receive support as part PEN's Beacons Centres programme.

Communications

Brand Development

Over the last year PEN International's Communications team has been working on revitalising PEN's brand identity to align with PEN's mission, vision and values and its global strategy of being both a global authority on freedom of expression and a global movement of writers. The main aim of the re-branding has been to:

- Increase PEN's visibility and recognisability as the leading voice for writers at risk worldwide
- Communicate PEN's mission clearly and persuasively
- Recruit and retain new supporters, donors and other stakeholders
- Enhance PEN's profile among decision-makers
- Create effective marketing materials
- Give PEN clear visibility in events organised in partnerships

We now have a set colour palette, typeface and consistent style for images and graphic elements to form a unified brand, which we are increasingly using as a tool to drive our mission and impact more broadly, enhance visibility and increase support.

Throughout 2014 PEN's brand has been consistently used in all aspects of PEN's work including PEN publications, reports, campaigns, website and events. Additionally, in 2014 we began using images, slogans, infographics and other visual representations to successfully deliver key PEN messages, garner support, and increase engagement in PEN's activities and campaigns. More details on increasing engagement in and support of PEN's work can be found in the Social Media and Campaigning section of this report.

We will continue to strengthen PEN's global brand over the coming years through our ever-growing social media and online networks.

Website Development

In 2014 PEN launched a new global, multi-lingual website designed to clearly communicate PEN International's mission to audiences across the world and encourage people to get more involved in its work. The new site has also been built with new features designed to deliver an immersive experience for visitors, members and supporters. The new website is responsive and can be viewed on all types of devices, from desktops to smart phones and tablets and makes increased use of multi-media content to deliver PEN's work to a wider audience.

The website is designed to communicate the global impact of PEN's work and the different ways in which we defend and promote freedom of expression, whether it be through civil society programmes, global advocacy, literary events and publications, global campaigns or publications of expert research.

The new website has been designed not only to tell the story of PEN International's work, but also to inform, educate and inspire the wider public to get involved and encourage those who can to support PEN's work through donations. The new site has also allowed PEN to consistently and coherently present the PEN brand, while new features have made the content more accessible, enhanced by a powerful search tool.

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Key features include:

- The addition of automated letters for petitioning allowing for wider engagement in global campaigns against freedom of expression abuses and immediate participation in urgent actions. This also allows PEN to monitor the level of engagement with campaigns in a more effective way.
- An interactive global map depicting all PEN Centres around the world, making it simpler for visitors to the site to join their local PEN Centre; the map also gives visibility to PEN Centres and PEN's global presence.
- The website is an easy to navigate multi-lingual platform, with synched and separate English, French and Spanish sites.
- Video and audio features which deliver an enhanced experience and allows visitors to engage in PEN's work in different ways.
- A timeline feature which allows PEN to show developments in ongoing cases of writers at risk; or developments in long-term campaigns.
- Volunteer translation form that allow PEN to engage with and recruit volunteer translators; this has increased PEN's capacity to translate outputs by over 40 per cent.

This website is designed on WordPress, an open sourced platform that allows the website to continue to develop to enhance user and member experience. This is phase one of PEN's use of digital media in a more effective way to achieve our organisational goals; with more digital functionality to come.

Social Media strategy

Social media is increasingly becoming a key tool for PEN for mobilising support, reaching stake-holders, getting attention of key decision and policy makers and campaigning on behalf of writers at risk.

Over the last year PEN's social media strategy has focused on:

- Increasing PEN's visibility online
- Raising awareness about freedom of expression violations around the world
- Campaigning on behalf of writers at risk
- Recruiting new supporters
- Garnering support from existing members
- Showcasing the activities of PEN Centres
- Promoting freedom of expression education
- Promoting participation in PEN campaigns

PEN successfully ran a number of targeted social media campaigns often complementing offline campaigns with a reach of over 40,000,000 in the last year alone.

Translation pool

Translation an essential part of PEN's work, both as an organisational goal as well as communicating with our Centres, our members and for supporting writers at risk around the world. With this in mind, in 2014 we created an application form feature on PEN's new website that would allow us to engage with and recruit volunteer translators.

In the first month of the volunteer form going live over 150 volunteers had offered their language and translation skills to PEN. In three months, over 500 had applied. We began assessing new applicants abilities and strengths by asking volunteers with qualifications to become 'editors' and assess others. We harnessed the diversity of the PEN community to assess the translators, by involving PEN members from around the world to carry out additional evaluations.

Soon we were able translate outputs with much more consistency, not just in PEN's official languages, but also into many others, depending on country of focus. We are now able to translate over 70 per cent of our output.

Every translator is thanked on a page on our website and feedback for translations is given where possible. When a volunteer translates over 3,500 words for PEN, they are given their own page on the PEN website with their contact details as well as links to their translation work, as a way to showcase their work and connect them to PEN's global literary community.

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Newsletter

In 2014, we redesigned PEN International's newsletter to align it with the new PEN brand. As the translation pool received more applicants, we were able to send out the weekly newsletter in English, French and Spanish every week and – partly thanks to this – we are now close to 2,000 subscribers.

Global Campaigning

Sochi Out in the Cold

In January 2014, PEN International launched its 'Out in the Cold' campaign in the lead-up to the Sochi Winter Olympics protesting the draconian restrictions placed on free expression in Russia. The campaign was a continuation of the previous six months' work on Russia and reflected the concerns PEN raised in its Russian Resolution at the 2013 Congress in Reykjavik, Iceland. The resolution called for the repeal of three Russian laws passed in early 2013 that posed a particular threat to writers, journalists and bloggers: the so-called anti-gay 'propaganda' law, the religious insult law and criminal defamation.

As well as protesting this troika of laws, our campaign sought to heighten public awareness of Russia's increasingly restrictive free expression environment. There were three main categories of action:

- An Open Letter published in the *Guardian* newspaper and sent to President Vladimir Putin, which was signed by PEN Centre presidents and over 200, world-renowned writers, artists and Nobel Prize winners.
- A Thunderclap social media action, the aim of which was to highlight the threats to free expression in Russia.
- A call to action to PEN Centres: writing letters of protest, articles, blogs, interviews, creative work.

The response from PEN centres and the impact in the media had global reach. Seventeen PEN centres took part, and the campaign – in particular the Open Letter – was reported by over 50 major newspapers, magazines and other media outlets around the world with an online reach of over 400,000. The media coverage for PEN's Sochi campaign was global and included Russia, Australia, India, the USA, the UK, Finland, Canada, Germany, Estonia, Mexico, Iceland, Malaysia, Argentina, Italy, France, China, Cuba, Sweden, Denmark, New Zealand and many more. President Putin's presidential press secretary responded to our letter publicly in the Russian media.

'I can't think of any other campaign that had this much impact in Russia.' Masha Gessen, Russian LGBTIQI writer.

'All this noise you guys have been making since the anti-gay law was signed has really made a difference.' Sergei Khazov, Russian LGBTIQI writer.

Turkey: The Gezi Park Report

In February PEN International and English PEN launched a comprehensive report on freedom of expression violations and freedom of assembly in Turkey during the Gezi park protests in 2013: *The Gezi Park Protests: the impact on freedom of expression in Turkey*. The report detailed numerous examples of intimidation, judicial harassment and violence against writers and journalists by the authorities in Turkey, and shed light on the mechanisms by which the mainstream media in Turkey is pushed towards self-censorship. The report also documented the pressures facing dissenting writers and journalists to the regime of online censorship ushered in by the new Internet law.

The report called on Turkish authorities to bring disciplinary and, where appropriate, legal action against any law enforcement officials who had mistreated journalists, including by using excessive force against those attempting to carry out their work. PEN's recommendations to the Turkish government included calling for the introduction of an independent mechanism to regulate media freedom and to ensure that the Turkish public are able to access a wide range of media reflecting different views. The report received extensive coverage in Turkey and Europe with an online reach of over 9,000,000.

Alongside the Report, and in conjunction with attempts to ban Twitter in the country, we published an open letter expressing grave concern regarding the severe threats to free expression in the country, which was signed by leading writers from Turkey and around the world. Influential writers including Orhan Pamuk and Günter Grass joined PEN to call on the Turkish authorities to respect freedom of expression as a universal and fundamental human right, and to create an environment in which all citizens are able to express themselves freely without fear of censorship or punishment. The letter was reported by media around the world, including *Today's Zaman*, *Hürriyet*, *Deutsche Welle* and *The Guardian*.

Following the release of the Report, PEN International and English PEN representatives attended the Internet Governance Forum (IGF) held between 2-5 September in Istanbul, an annual meeting convened by the United Nations secretary-general. The meeting brings together governments, civil society, and others as equal partners to discuss public policy issues related to the

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internet. While there, we organised a well-attended side event with Turkish authors Bejan Matur and Mehmet Altan at the Swedish Consulate entitled, 'Freedom of expression in the new Turkey: Public debate and access to information in the public sphere'.

I would like to express my deepest thanks to all the PEN members who sent me letters and postcards. I received messages from around the world, including countries like Ghana, Mexico, Canada and the UK. Those messages were tremendously important to me; they were what kept me going. I am starting an English language course to continue my correspondence with those who wrote to me now that I've been released.' - Turkish writer and human rights lawyer Muharrem Erbey to PEN members who wrote to him in prison, after his release from more than four years in pre-trial detention.

International Women's Day

Campaigning for the protection and freedom of women writers and journalists around the world

In March PEN marked International Women's Day by focusing our campaigning on seven key cases that are emblematic of the threats faced by women writers and journalists around the world. PEN and its Centres across the globe called for an end to judicial harassment and immediate and unconditional release of women writers around the world with specific actions.

PEN highlighted the cases of:

- **Liu Xia:** a poet, artist and human rights defender in China. She was placed under house arrest after her husband - imprisoned writer Liu Xiaobo - was awarded the Nobel Peace Prize in October 2010, and continues to be held without charge or legal due process.
- **Dina Meza:** an award-winning Honduran journalist, human rights defender and author, has been the victim of harassment and threats since 2006 which have not been properly investigated.
- **Shiva Nazar Ahari:** Iranian journalist, human rights activist and blogger, serving a four year prison sentence for her human rights reporting and peaceful activism.
- **Ayşe Berktaş, Büşra Ersanlı and Zeynep Kuray:** three women caught up in a wide-reaching anti-terror probe into Kurdish and pro-Kurdish civil society in Turkey.
- **Reeyot Alemu:** Ethiopian journalist serving a 14-year prison sentence, reduced to five years on appeal in August 2012 after most of the terrorism charges against her were dropped.

International Poetry Day

To mark World Poetry Day, PEN focused on a number of cases which were emblematic of the threats faced by poets around the world and highlighted their continued contribution to freedom of expression. PEN campaigned on behalf of:

- Araon Atabek: a poet, journalist and social activist in Kazakhstan imprisoned since 2007
- Liu Xia: a poet, artist and human rights defender, placed under house arrest in China since 2010
- Mohammad Ibn al-Dheeb al-Ajami: a poet sentenced to life imprisonment in 2012
- Enoch Meyomesse: a poet sentenced to seven years in prison in Cameroon
- Susana Chávez Castillo: a prominent poet and women's rights advocate, who was found murdered in the border town of Ciudad Juárez in January 2011.

PEN also mobilised the wider PEN community to take action through its Rapid Action Network alerts, targeted regional campaigns and social media actions. PEN also had the work of all the poets published in the Guardian website and paper.

World Press Freedom Day

In May PEN marked World Press Freedom Day by highlighting press freedom in Turkey, Russia, Honduras and Ethiopia. PEN focused its campaigning on the increasing threat to transitional media and internet users, recognising that writers – including online journalists, bloggers and social media producers – in the digital world, where news is increasingly produced and consumed, are no less subject to forms of persecution such as arbitrary arrest, torture, unfair trials, physical attacks (including in the most extreme cases killing) and threats than their traditional media colleagues.

Keeping Score at the World Cup

Campaigning for the Protection of Freedom of Expression

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In June and July, PEN harnesses the spotlight on Brazil during the 2014 World Cup to launch a global online campaign calling on Brazil and other participating countries to respect and protect the fundamental right to freedom of expression. As part of the campaign PEN produced digital 'football cards' focusing on freedom of expression issues or individual cases of writers and journalists for 12 countries that were participating in the competition.

The campaign focused on: Brazil, Cameroon, England, USA, Ecuador, Colombia, Honduras, Mexico, Ivory Coast, Iran, Russia and Nigeria.

The campaign asked PEN members and individuals around the world to share the cards online whenever one of the focus countries was due to play a match. Over 20 PEN Centres participated in the online campaign along with hundreds of members and supports throughout the World Cup. The campaign had a social media reach of over 3,000,000.

Online Campaign for Raif Badawi

Online Campaign Calling for Release of Raif Badawi

Following his arrest in late 2012, PEN issued a RAN calling for the release of blogger Raif Badawi in January 2013 and continued to monitor his case and issued updates on his case. When Raif Badawi was sentenced to 1000 lashes and 10 years in prison in May 2014, PEN responded with an online campaign calling for his immediate and unconditional release, and of that of his lawyer Waleed Abulkhair sentenced to 15 years imprisonment. We created graphics that are easy to share on social media platforms and asked members, supporters and the public to share these as widely as possible as well as sending it to the King of Saudi Arabia. So far the campaign has a reach of 9, 500, 000 people worldwide. PEN will continue to campaign for his release.

Day of the Imprisoned Writer

Campaigning on behalf of imprisoned writers

To Mark PEN's Day of the Imprisoned Writer we called for the release of five writers: Nelson Aguilera from Paraguay, Azimjon Askarov from Kyrgyzstan, Dieudonné Enoh Meyomesse from Cameroon, Mahvash Sabet from Iran and Gao Yu from China.

To highlight these cases PEN published a series of public letters written by five world renowned authors, Yann Martel, Luisa Valenzuela, Elif Shafak, Alberto Manguel and Alain Mabanckou, each of whom addressed their letter to one of the five highlighted cases. The open letters received considerable coverage worldwide including in major media outlets including, America, Australia, England, Ireland, Iran, Canada, China, Germany, Kyrgyzstan and many more. The Campaign achieved global reach of 21,361,642 online and 1,515,166 in print.

Additionally, PEN Centres across the world organised protests, awards ceremonies, public readings and literary events in order to highlight not only these five cases, but all writers who suffer persecution in whatever form, purely for exercising their right to freedom of expression.

'I will remind you of how brave you are, you will remind me of how lucky I am' - Yann Martel writes to imprisoned writer Azimjon Askarov.

'...generations of readers to come will remember your name as they remember theirs, long after the names of your jailers have been swept off the memory of the earth.' - Alberto Manguel writes to imprisoned Iranian writer Mahvash Sabet.

'I'm hugely grateful to you and PEN for your recent campaign that highlights the injustice that my uncle and other writers have been served, and I know that your campaign has sparked increased activism both in Paraguay and internationally over the last week due to people becoming more aware of his case.' - Alex King, nephew of jailed Paraguayan writer and PEN member Nelson Aguilera who featured in PEN's 2014 Day of the Imprisoned Writer Campaign.

Literature Programmes, Circles, and Free the Word! events: a Space for Dialogue

In 2014 PEN continued to integrate its literary strategy with its broader organisation goals and outputs, as well as developing partnerships, its Free the Word! event series and the PEN Publishers Circle and Writers Circle.

Highlights of the work in 2014 include:

- Programming of 24 high-profile Free the Word! events in 10 countries, supporting PEN Centres and raising PEN's profile
- Focus on youth, Russia, impunity in Latin America, LGBTIQI issues and linguistic rights
- 25 PEN Centres nominated 48 young unpublished writers for 2014 New Voices Award
- Co-ordination of successful Centre development visit to Argentina & Chile

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- Development of Publishers and Writers Circles, which raised \$260,000 of unrestricted income in 2014
- Integrated work with PEN Centres, the Programmes Team and Publishers Circle on UNESCO publishing project; working to support the campaigns' teams and Writers in Prison Committee in securing high-profile names for the Sochi Out in the Cold campaign, the Gezi Park report open letter and Day of the Imprisoned Writer open letters.
- Commencement of archival work and planning for PEN's centenary in 2021

Writers Unlimited Festival

In early January we continued to build our relationship with the Writers Unlimited Festival in The Hague, with the PEN/Oxfam Novib Award. A sold-out Free the Word! lecture by renowned Anglo-Dutch writer Ian Buruma raised the visibility of the award, gaining attention for Netherlands PEN and strengthening our relationship with Oxfam Novib.

Hay Festival Cartagena

In late January we held two Free the Word! events at Hay Cartagena, Colombia, to continue our focus on impunity in Latin America. We brought the Mexican campaigning journalist, Anabel Hernández (on whose behalf PEN has campaigned for protection from threat) to the festival along with journalist Dina Meza (then in the process of setting up our new Honduran PEN Centre) and Jorge Ángel Pérez, a novelist interested in restarting a PEN Centre inside Cuba. Their event titles 'Literature and the State', centred on the political and ethical responsibilities facing writers in Latin America and was very well attended. Meza also presented our report *Honduras: Journalism in the Shadow of Impunity*, which we made available for the first time at the festival. We assisted Colombian PEN with a set of events held outside of the festival, at the local university. By the end of 2014, a diverse group of Cuban writers inside the country – led by Jorge Ángel Pérez and Antón Arrufat – had expressed a clear interest in forming a Centre. The Literary team further assisted in the promotion of the Honduras report by securing the partnership of the Mexican novelist Alvaro Enrigue, who presented it in front of the Inter-American Court of Human Rights in March; and also in securing high-profile endorsements for the report.

Buenos Aires Book Fair

In April-May PEN International attended the Buenos Aires Book Fair for an event programmed in partnership with Argentinian PEN. The event saw high-profile writers Martín Kohan, Luisa Valenzuela, Pola Oloixarac y Carlos Gamerro discussing the history of Argentinian PEN and the legacy of PEN in Latin America. A second event was held in the National Library, and meetings with writers, publishers, journalists and human rights' advocates were held throughout the week. Over the course of five days, 50 writers joined Argentinian PEN for the first time, and every major newspaper (*Clarín*, *La Nación*, *Página 12*) gave extensive coverage to PEN. By the end of 2014, Valenzuela had been elected president of Argentinian PEN, with Carlos Gamerro serving as her vice president. After Argentina two days were spent in Chile, where PEN International attended the AGM of PEN Chile, where we discussed ways in which we might assist them in building their membership base through initiatives such as the New Voices Award; there were two high profile public events, radio interviews, and like in Argentina meetings with prominent writers to encourage them to participate in the Centre.

Hay-on-Wye festival, Edinburgh International Book Festival

In late May we programmed two Free the Word! events at Hay-on-Wye festival: one on violence in Mexico with former PEN Mexico president Jennifer Clement, and another with Toni Morrison, Nobel Laureate and vice president of PEN International. In August, we once again assisted Scottish PEN in holding an event at Edinburgh International Book Festival. Continuing our focus on Russia, we invited the journalist Masha Gessen to be in conversation with Professor Richard Sakwa, talking about Pussy Riot, freedom of expression, and the growing crisis in Ukraine.

Frankfurt Book Fair

Directly following the Congress, PEN International was at Frankfurt Book Fair where we held our annual breakfast to update members of our Publishers Circle on our work. We also held meetings with new publishers who might want to join the Circle, the newest members this year being IB Tauris, CH Beck and Feltrinelli. We held a high profile Free the Word! event called 'Russia: Ukraine. New Conflict, Old Propaganda. How best to approach the escalation of the conflict between Ukraine and Russia, and what is the distorting effect propaganda has on the value of words? What role can culture play in the face of violence and censorship?' with Finnish novelist and member of our Writers Circle Sofi Oksanen, German PEN president Josef Haslinger, John Ralston Saul and Russian novelist Mikhail Shishkin. This was one of the most popular and powerful events at Frankfurt Book Fair, being a good example of what writers can bring to the defining political upheavals of the moment.

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Port Harcourt Book Fair

As part of our international publishing project with UNESCO, during the Port Harcourt Book Fair, Nigeria (Port Harcourt was UNESCO World Book Capital 2014), we held a series of FtW! events starting with 'What Language means to Literature: Identity and the Importance of Literary Translation' featuring Tade Ipadeola, President of PEN Nigeria; Kenyan writer Stanley Gazemba; Bibi Bakare-Yusuf, Co-Founder and Publishing Director, Cassava Republic Press; Ken Saro-Wiwa Jnr, Nigerian journalist and author Ellah Wakatama Allfrey (chair), Zimbabwe-born editor and literary critic for Granta, Random House, Jonathan Cape and Ropo Ewenla, Secretary General PEN Nigeria. We also conducted a publisher training seminar, led by Ellah Allfrey and PEN Nigeria, as part of our UNESCO IFCD project 'Strengthening minority-language publishing industries in Kenya, Serbia, Haiti and Nigeria'. The purpose of the seminar was to generate conversation and debate around key topic areas and to gather information from the representative national and local audience gathered at the Port Harcourt Book Festival, and was extremely effective. We also hosted, for the launch of the Ken-Saro Wiwa Cultural Centre (Saro-Wiwa was once president of PEN Nigeria), a pan-African reception for the young writers from the Granta Africa39 list, introducing them to our work and sparking huge interest in PEN across the continent.

The Writers Circle will be launched officially in early 2015, but by the end of 2014 we already had 12 members, each of whom had paid \$5000 to join and will contribute \$1000 per annum thereafter.

PEN International/New Voices Award

'Winning the New Voices Award has been one of the highlights of my life: I'll never forget it. The day of the award, 1 October 2014, was the day I heard my own voice, believed in it and realized that others could hear me.' - **Marina Babanskaya, winner of the 2014 New Voices Award.**

The 2014 jury was Xi Chuan (China), Kiran Desai (India), Alberto Manguel (Argentina-Canada), Alexandre Postel (France) and Kamila Shamsie (Pakistan). The international juries represent the global diversity of PEN, and also our three working languages: English, French and Spanish. The high esteem in which these writers are held creates excitement around the world, thereby providing publicity for PEN Centres and giving an incentive for aspiring writers to become members of PEN; the initiative to found the award was as much a way of strengthening and revitalising PEN's membership base, as it was to promote unheard voices and excellence in writing.

Marina Babanskaya (St Petersburg PEN) was the New Voices winner in 2014, presented by Andrei Kurkov during Congress. But shortlisted entries, which also received widespread coverage otherwise impossible for an unpublished writer, included texts by Emmanuel Lickel-Skiba (PEN Haïti), Maëlle Dupon (Occitan PEN), Viktor Jovanoski (Macedonian PEN), José Pablo Salas (PEN Mexico), Silvia Urgan (Estonian PEN), Kasim Bazil (Central Asian PEN), Amalia Cernat (Romanian PEN), Viktor Jovanoski (Macedonian PEN). The 2013 winner, Masande Ntshanga, subsequently received a major book deal and his first novel has been published by Random House South Africa.

Centennial Planning

The literary team has begun archival research, with the approach of our founding Centennial 2021 in mind. PEN's unique legacy and history will be highlighted as we begin to approach our Centennial. To this effect, and with approval from the Board, the Literary Manager approached academics and researchers and Nicholas Murray (author of many books including much-praised biographies of Aldous Huxley and Bruce Chatwin) has confirmed he would like to write a centennial history of PEN. Academics have been put in touch with Murray, such as Lara Feigel, Marion Wynne-Davies and Stephen Enniss, the director of the Harry Ransom Center who hold our archive. We hold unrestricted copyright to the archive, and we aim to publish various documents of historical importance in the lead-up to 2021. John Makinson, Chairman of Penguin Random House (a founding member of our Publishers Circle), has confirmed Penguin will publish the book; publication by Penguin would guarantee numerous world language editions, published simultaneously in 2021 for maximum impact.

PEN International Writers in Prison Committee (WiPC)

'After more than a month in a Tajik prison and another month under a house arrest, I am finally in Canada, with my wife and daughter. I would like to thank all of you for making this happen...What you do is simply great.' - **Alexander Sodiqov, Tajikistan, released in July after several PEN Rapid Actions.**

'Please tell PEN International's members that we are profoundly grateful to you all for your invaluable support, precious aid, and unceasing efforts in actions to speak out for and stand by my brave wife, my children, and me in my painful and shocking case.' - **Nguyen Xuan Nghia, Vietnamese poet and journalist, released from prison on September 11, 2014.**

In 2014 PEN International's Writers in Prison continued the ongoing process of integrating the work of the WiPC team more fully with the work of the rest of the organisation. Our integrated projects on Honduras, Myanmar and Russia, where a

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comprehensive strategy linking research, campaigning and advocacy of the WiPC team with centre development and literary programming has shown to be much more effective, with more demonstrable impact at local, regional and international levels.

Highlights of the work in 2014 include:

- **Global campaigning and advocacy:** In 2014 we focused on Honduras, Myanmar, Russia, Turkey and Central Asia on such themes as criminal defamation, impunity for attacks on writers, the rights LGBTQI and the ever increasing threat to digital freedom.
- **Campaigning for individual writers:** We issued 39 Rapid Action alerts and updates on 40 individuals across the world. Additionally we issued 34 Calls to Action on 47 other cases including on significant dates such as International Mother Language Day, International Poetry Day, International Women's Day, World Press Freedom Day, as well as PEN's own Day of the Imprisoned Writer. We also campaigned on thematic issues, such as the ban on Twitter in Turkey. While it is difficult to attribute impact solely to PEN's efforts, about 30 percent of actions were followed by positive changes, such as release, or improvement in prison conditions.
- **Individual protection work:** PEN continued its important work to offer support and protection to individual persecuted writers through our partnership with the International Cities of Refuge Network (ICORN) and the Foundation PEN Emergency Fund. Applications to ICORN have skyrocketed in the last couple of years, as the organisation's reputation has grown, and fuelled by the increasing insecurity of writers particularly in Syria, Iraq, Libya and Iran. A new contract concluded in January committed PEN to providing 50 assessments a year. We delivered 56 completed assessments in 2014. We submitted 31 applications for small one-off grants to the PEN Emergency Fund. 26 of these were for writers from MENA.
- **Strengthening our methodology and impact assessment:** We completed our planned consultation with Centres in the summer. Although it was not possible to survey all Centres and thus to produce statistically significant results, the conversations carried out and information received were a valuable resource for conversations at the WiPC meeting at Congress. We also conducted staff training in research methodology, including half-day training on informed consent for campaigning and how to obtain it and a day's training on research methodology for WiPC staff in October, shared with Article 19. This has updated staff skills in research and means that we have a pool of staff who can share good practice and train our members in Centres partnering with us in research for UPR submissions.
- **Country focus on Turkey:** We continued our focus on Turkey in 2014, a year where the country frequently hit the international headlines for attacks on freedom of expression. In addition to our campaigning work for individuals and for legal reform through Calls to Action and Rapid Action Network appeals, our members, particularly PEN Norway, German PEN and PEN American Center visited Turkey on numerous occasions to attend and monitor the progress of trials of journalists. In March, PEN International and English PEN released a joint report *The Gezi Park Protests: the impact on freedom of expression in Turkey* – assessing the violations of the right to freedom of expression and assembly in Turkey.
- **Country focus on Russia:** Building on our 2013 work on free expression in Russia, we developed and launched Out in the Cold, PEN's most high profile campaign yet, in February 2014. Targeting the Sochi Winter Olympic Games, this campaign protested the so-called anti-gay 'propaganda' law, the religious insult law (both passed in 2013) and criminal defamation (recriminalised in 2012). As the central action of this campaign, PEN wrote an open letter to President Putin of the Russian Federation, calling for these laws to be repealed. The letter was signed by over 200 world-renowned writers and Nobel laureates. The campaign was accompanied by a tightly focused social media campaign that attracted support from well-known LGBTQI celebrities, including the Russian LGBTQI writer Masha Gessen, the actor and writer Stephen Fry and the LGBTQI activist Peter Tatchell, among others.
- **Case List:**

Strategic Focus on Honduras

Honduras: Journalism in the Shadow of Impunity

In February, PEN International launched *Honduras: Journalism in the Shadow of Impunity* in partnership with PEN Canada and the International Human Rights Program (IHRP) at the University Of Toronto Faculty Of Law. The report documented the rise in violence against journalists in the country and was the initial action in a year-long focus on Honduras.

As well as highlighting individual cases of writers and journalists at risk, the report also made a series of recommendations to the Honduran media and the international community for the protection of journalists in the country, including a call for donor

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states such as Canada and USA to work with Honduras on the issues. The report received substantial media coverage both within Honduras in internationally.

'We should not let those who risk their lives for the truth to stand alone in Honduras. A campaign in their favour such as PEN International is organizing – part of a larger effort to call attention to so many violations of the rights and lives of reporters and writers all over Latin America – will, at least, provide a slight shield against bullets and cruelty and death squads. Yes, at least those who refuse to be silenced will know that they are not alone.'
- **Writer, Ariel Dorfman.**

'Exercising freedom of expression in a nation where impunity has taken over the country as outlined in Honduras: Journalism in the Shadow of Impunity is an act of defiance which carries with it the threat of death; it's like crossing a minefield. In Honduras there is no armed conflict but people do get shot for speaking the truth. [...] I believe this report has arrived at favourable recommendations, which can only be implemented with the support of the international community, so that Honduras can restore its institutional structure. Otherwise the deaths of journalists, and the threats and harassment against those of us who are still alive, will be a story without end.' - **Dina Meza, journalist and President of PEN Honduras.**

'Honduras: Journalism in the Shadow of Impunity is heart-breakingly timely. For too long, the plight of our terrorized and murdered journalist colleagues in Honduras ... calamitous lack of rule of law and justice in Honduras itself -- has gone ignored. No longer.' - **Journalist, Jon-Lee Anderson.**

PEN at the Inter-American Commission on Human Rights

In March, PEN International, PEN Canada and IHRP testified before the Inter-American Commission on Human Rights (IACHR) and representatives of the Honduran government on impunity for violence against journalists in Honduras. The hearing was called following the submission of the report to the IACHR. That appearance opened the way for PEN to petition the IACHR to seek precautionary measures for individual journalists at risk in Honduras. Details of this can be found in the Policy and Advocacy section of this report.

'To practise journalism in a country with high levels of impunity, where they do not investigate crimes, threats, persecution and other forms of repression against journalists is to write with a gun pointed at your head... The situation of freedom of expression in Honduras is under attack and journalists' deaths are an insult.

'Honduras has violated its legal obligations to protect the right to life, the right to judicial protection and freedom of expression as required by the American Convention of Human Rights. These breaches are the result of its ongoing failures to prevent, investigate, punish and provide redress for violence against journalists.' - **Journalist Dina Meza.**

Country Focus: India

Research into free expression concerns was conducted by PEN Canada and the International Human Rights Programme in the University of Toronto, and a joint report with PEN International input is planned for 2015.

Developing our partnerships to amplify our global concerns

Through our membership of IFEX, we have been able to participate in numerous joint appeals, and our actions and press releases have regularly been featured on the IFEX website, thereby extending our media reach. We were particularly pleased that IFEX picked our World Cup Campaign as their featured campaign during the World Cup.

This year we – and several of our centres in Africa - participated in three Amicus Curiae briefs in Africa, in cases challenging the use of criminal defamation in Burundi (before the East African Court of Justice), Burkina Faso (before the African Court on Human and People's Rights) and in the domestic courts in South Africa.

ICORN

The collaboration with the International of Cities of Refuge Network (ICORN) has been further developed in 2014 by the active participation of PEN in the expansion of the network to Brazil. In November, at the invitation of ICORN, PEN's Executive Director and PEN Brazil participated in a mission consisting of a combination of public events and meetings with local authorities in six Brazilian cities to create the Casas Brasileiras de Refugio (CABRA) network. Several cities are open to the project, in which PEN Brazil will have a prominent role, and the first refuge for exiled writers was created in Ouro Preto just after the mission was completed.

The 80th PEN International Congress in Kyrgyzstan
20 September – 2 October 2014

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The 80th PEN International Congress in Central Asia enabled us to shine a spotlight on concerns in the region, chiefly the criminalisation of defamation and anti-LGBTQI legislation. During Congress we had the opportunity to meet several ambassadors and share PEN's concerns with them. They all concurred with our findings, and the German ambassador said he would use it in his work.

International President and PEN International Executive Director were invited to Kazakhstan in September by the Kazakh PEN Club just ahead of our Congress in Kyrgyzstan. They were able to meet the Head of the Office of the President and to raise our concerns in Kazakhstan as outlined in our UPR submission. Thanks to the work of the Kazakh PEN Centre we met with the head of the prison authorities and put in a request to visit PEN Main Case Vladimir Kozlov, an imprisoned journalist, human rights campaigner and a father of five. The request was granted, and Kazakh PEN member Vladimir Karcev and PEN Executive Director Carles Torner were able to meet him in prison.

During Congress, we held successful panel events with expert speakers on criminal defamation (including the OSCE Representative on Freedom of the Media, Dunja Mijatović who also gave a keynote speech) and on freedom of expression as it relates to the LGBTQI community. The Assembly of delegates also passed resolutions calling on all states to decriminalise defamation and opposing anti-LGBTQI legislation, as well as a wide range of resolutions on specific country situations. They have been sent to all relevant heads of state and to embassies in the UK. We have also encouraged all Centres to send them to appropriate embassies in their own countries, as well as to their own foreign ministries and to use them in lobbying throughout the year.

Several Free the Word! events were also put on, including keynote speeches by Ukrainian novelist Andrei Kurkov, Canadian novelist Yann Martel; a debate called 'Violence and Propaganda' between Masha Gessen and Kurkov on events in Ukraine; and panel discussions with PEN Centre experts representatives on criminal defamation, surveillance, linguistic rights, LGBTI rights and Central Asian literature. Andrei Kurkov presented the second New Voices Award to a young Russian writer, fruit of the delegation led to Moscow in late 2013

We also used the opportunity of our presence in Bishkek to campaign on behalf of imprisoned writers in the region, through our Empty Chair campaign and other activities. 2014 had been the first time that we had used an Empty Chair to conduct active campaigning on a case – 2014's case Ales Bialiatski was released in June 2014. This year, for the first time, we selected three Empty Chairs on successive days of the Congress which were dedicated to:

- Vladimir Kozlov, a journalist, human rights defender and a founder of Algal, a political opposition party, who is serving a seven and a half year prison sentence for allegedly 'inciting social hatred' and attempting to overthrow the constitutional order of the state; whose message to Congress was read out. PEN believes he has been imprisoned for his defence of oil workers.
- Azimjon Askarov, a journalist imprisoned after torture and an unfair trial in Kyrgyzstan itself; We were fortunate to be able to invite Hadicha Askarova, Azimjon Askarov's wife to read out a statement he wrote from prison, alongside a display of his paintings;
- Ilham Tohti, an academic from China's Uyghur minority who was sentenced to life imprisonment for his peaceful activities promoting Uyghur rights just days before Congress convened.

A delegation comprised of International President John Ralston Saul, Executive Director Carles Torner, International Secretary Hori Takeaki and Canadian writer Yann Martel were invited to meet President Almazbek Atambayev, who himself raised the case of Azimjon Askarov. We also discussed the problematic draft anti-LGBTQI law. Following that meeting we sought, and were granted a meeting with the Prosecutor General, where we raised our concerns about the case, in particular relating to his alleged torture and the unfairness of his trial

Additional highlights of Congress:

- We also continued our series of dialogues between Russian and Ukrainian writers, with a conversation between Russian-American journalist Masha Gessen and Ukrainian novelist Andrei Kurkov about Violence and Propaganda.
- The end of Congress saw a press conference, which generated a considerable amount of press coverage, particularly in the region.
- After Congress, one of our invited speakers, UK transgender journalist Juliet Jacques wrote a moving letter to President Atambayev, urging him not to sign the law should it pass all its readings and come before him for signature.

Many of the writers present felt that it was one of the most significant Congresses held in recent years, where PEN's very presence was used effectively to advance freedom of expression issues in the country.

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International Policy and Advocacy

In 2014, PEN's International Policy and Advocacy work focused on consolidating our voice at the UN on free expression and expanding our work to promote the voice of PEN with regional intergovernmental organisations. Funding was also secured to strengthen PEN Centres' capacity to advocate at the national, regional and international level on free expression, linguistic rights and education.

International

- **UN Universal Periodic Review:** PEN provided a platform for writers at risk to advocate on free expression before the UN at the 19th, 20th and 21st UPR sessions, facilitating writers to participate at the UPR in Geneva from Vietnam, Cambodia, Ethiopia, Eritrea, Nicaragua, Iran, Kazakhstan, Kyrgyzstan, Kenya and Turkey. PEN delegates were chosen to deliver oral statements before Permanent Missions at the UN pre-sessions in Geneva on Eritrea, Cambodia, Kyrgyzstan and Turkey while PEN coordinated side events on the situation of free expression at the UPR sessions on Vietnam, Cambodia and Ethiopia. PEN continued to develop our advocacy relationships with permanent missions in Geneva.
- **LGBTQI and free expression:** In December 2014, PEN organised an advocacy evening with the Finnish Permanent Mission in Geneva on the issue of LGBTQI rights and free expression. PEN brought Jude Dibia, a Nigerian writer to Geneva to highlight the impact of repressive LGBTQI laws on free expression
- **UN Committee on the Status of Women:** PEN delivered an oral statement to the UN CSW on Violence against Women Writers and organised advocacy meetings with relevant NGOs – CPJ, INSI, UN Women.

Digital Freedom

- A major priority of the Digital Freedom advocacy was to strengthen the norm at the UN and elsewhere that the same rights apply online that exist offline. One way of building this norm was to include information on violations of free expression online into UPR reports (China, Mexico, Nigeria, Ethiopia, Eritrea, Vietnam, Cambodia submissions) and highlighting these issues, along with the Declaration on Digital Freedom at bilateral meetings and side events at the UN and regional forums.
- At the digital rights conference, RightsCon in San Francisco in March 2014 PEN led training on incorporating digital freedom issues into the UPR and HRC advocacy. PEN International organized a side-event with eminent writers to discuss the impact of surveillance on creativity, and with PEN American Centre, PEN International collaborated in a global study on the impact of NSA surveillance on PEN members around the world.
- At the **Internet Governance Forum** in Istanbul in 2014, PEN International undertook bilateral advocacy meetings with Turkish government officials on the impact of surveillance and other violations of digital freedom on writers in those countries. PEN also organized well-attended side events giving voice to writers from those countries to explore the impact of digital freedom violations on free expression and creativity at the IGF itself and the Swedish Consulate in Istanbul. PEN is currently undertaking a research report on digital freedom in Turkey in the wake of the 2014 Istanbul IGF.

Inter-American Commission on Human Rights

On 25 March 2014, PEN International was granted a hearing before the Inter-American Commission on Human Rights (IACHR) to present the findings of the report *Honduras: Journalism in the Shadow of Impunity*. Over 500 hearing applications had been received by the IACHR and PEN was delighted with the opportunity to address the IACHR, and the Government of Honduras concerning the grave situation of violence against journalists in the country.

The delegation for the hearing at the Organisation of American States in Washington, DC comprised of Dina Meza, President of PEN Honduras, the renowned Mexican writer, Alvaro Enrigue, Princeton University, Marian Botsford Fraser, Chair, Writers in Prison Committee of PEN International, Carmen Cheung, Acting Director of the University of Toronto International Human Rights Programme, Brendan de Caires, PEN Canada and Sarah Clarke, International Policy Advocacy Officer, PEN International who led the advocacy around the report including the hearing.

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The hearing received wide media coverage in Honduras, Canada, the US and by multiple human rights organisations. It resulted in a strengthened relationship between PEN and the Inter-American Commission and its Special Rapporteurs, in particular the Special Rapporteur on Freedom of Expression who subsequently referenced PEN's hearing as a good practice model for other organisations. The video recording of the hearing was widely circulated amongst NGOs in Latin America.

PEN followed-up the hearing by appealing to the IACHR for Precautionary Measures for PEN Member, Julio Ernesto Alvarado to suspend a December 2013 Honduran Supreme Court sentence against him and abstain from any action which would inhibit the journalist from practising his profession. The November 2014, legally-binding decision by the IACHR requested the Honduran Government to suspend the 16-month work ban imposed on the journalist and founding member of PEN Honduras for alleged defamation of a public official is a clear message to governments in the region to protect journalists and guarantee the right to freedom of expression. It was the first time that the IACHR has revoked a ban on a journalist practising his or her profession.

PEN also recommended that the Commission select Honduras as its annual country mission, and this recommendation was implemented when the Commission visited Honduras in December 2014. During the mission, the Commissioners met with the new PEN Honduras Centre and the new Special Rapporteur on Freedom of Expression, Edison Lanza, has continued to monitor the implementation of the Precautionary Measures for Julio Ernesto Alvarado.

I feel so proud to be a part of PEN and we are ready to do whatever we can to magnify its work and fight for the just causes of those who we work on behalf of as writers and journalists, who have been bombarded by a Court of Justice marred by inconsistency and impunity. Julio Ernesto Alvarado, journalist and founding member of PEN Honduras.

African Court on Human and People's Rights

In March 2014 PEN joined 17 non-governmental organisations and intervened as 'friends of the court' in the Konaté case at the African Court in Arusha, Tanzania, to address growing concerns over the use of criminal defamation laws to censor journalists and others in Africa.

In 2012 Issa Lohé Konaté, the editor of the Burkina Faso-based weekly *L'Ouragan*, was sentenced to 12 months in prison and fined 4 000 000 CFA francs (6 000 Euros). Konaté was convicted of defaming Burkinabé State Prosecutor, Placide Nikiéma, after he published two articles raising questions about alleged abuse of power by the prosecutor's office, particularly in the handling of a high-profile case of currency counterfeiting.

The group argued that criminal defamation and insult laws are incompatible with freedom of expression and severely undermine the democratic rights of the media and concerned citizens to hold their governments to account. Governments routinely use these laws to silence critical voices and to deprive the public of information about the misconduct of officials. Journalists, lawyers and activists who should be free to carry out their work without fear are instead vilified and criminalised under these laws. The systematic denial of freedom of expression leads countries down a slippery slope towards impunity and authoritarianism. A clear nexus links censorship to bad governance.

In December 2014 the African Court on Human and Peoples' Rights in the case of *Konaté v Burkina Faso* ruled, in a landmark decision, that imprisonment for defamation violates the right to freedom of expression and that criminal defamation laws should only be used in restricted circumstances.

Advocacy training at the African Regional Level

In December 2014, with funding from the Commonwealth Foundation, Finnida and German PEN, PEN International ran a week-long training for African PEN Centres from Ghana, Kenya, Malawi, Uganda, Zambia and South Africa at The University of Witwatersrand School of Journalism, Johannesburg. The conference included trainings on pressing free expression issues with leading experts on Criminal Defamation, Women's Rights, LGBTIQI legislation, and conducting advocacy at the national and regional (African Commission on Human and Peoples' Rights) level. The conference was the first event of the three year Commonwealth Foundation Advocacy Project which will enable the strengthening of the advocacy capacity of the PEN Pan-Africa Network. Trainers included professors from Wits University, Constitutional Court Justice Edwin Cameron, the assistant to the Special Rapporteur on Freedom of Expression and Civicus. A well-attended public literary evening also took place in Orbit

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Jazz Club Johannesburg with Mandla Langa, Beatrice Lamwaka, Makhosazana Xaba, Masande Ntshanga, Michelle Magwood and Margie Orford (hosted by South African PEN and Wits Journalism School).

International Programmes – Building stronger civil society worldwide

In 2014 we continued to grow our international programmes in partnership with PEN Centres around the world. With the support of SIDA, PEN International extended its **Civil Society** and **Beacon Centres** programmes.

While in 2013 the first group of Beacon Centres consisted of Centres that were invited to participate in the programme based on their previous successful programme work, in 2014 the Beacon Centre programme was opened up to all interested Centres in eligible ODA countries. Overall 17 PEN Centres applied to participate in the Beacon Centre programme in 2014, out of which eight PEN Centres were selected to receive support to act as flagship PEN Centres for their innovative programming and development: PEN Mexico, PEN Bosnia and Herzegovina, PEN Puerto Rico, Tibetan Writers Abroad PEN, Central Asian PEN, PEN Malawi, PEN Ghana and PEN Guinea.

Support for Beacon Centres is designed to equip Centres with the tools and resources to build their capacity and in turn share their experiences and skills with new and developing centres. Key elements of the Beacon Centre programme include support for project and financial management, monitoring and evaluation, and audit costs. These can include modest contributions to staffing, overheads, and limited equipment. Mentoring and training, in addition to those provided by the Secretariat, will include: local training and mentoring with key agencies or officials, exchanges with partner organisations, other PEN Centres, attendance at international training and seminars, strategic planning and development support.

To disseminate the work of the Beacon Centres and foster skills exchange among PEN Centres a Beacon Centre meeting was organised at the 2014 PEN Congress in Kyrgyzstan.

The new *Civil Society programme* call was published in October 2013. PEN International received 20 Centre proposals for 2014 in the first call, out of which six PEN Centres received: PEN Myanmar, PEN Sierra Leone, PEN Haiti, PEN South Africa, Zambian PEN, Philippine PEN and PEN Ethiopia.

The purpose of the Civil Society programme is to offer a flexible framework for PEN Centres to identify and propose locally relevant civil society projects which promote and strengthen freedom of expression. The programme aims to strengthen initiatives which enhance the participation of civil society in asserting and claiming their rights to freedom of expression through community outreach, human rights and educational support programmes, literary and research initiatives which are underpinned by advocacy to influence policy and practice where freedom of expression and the voice of civil society are weak or restricted.

The Beacon and Civil Society Centre programmes were highlighted through a photo exhibition organised at the 2014 PEN Congress in Bishkek, Kyrgyzstan:

<http://www.pen-international.org/working-with-communities-pens-international-programmes/international-programmes-exhibition-congress-bishkek-2014/>

The Centre programmes were also presented on the dedicated section of the PEN International website, through the weekly PEN newsletters and were embedded in PEN International's 2014 International Women's Day, International Youth Day and Mother Tongue Day celebrations.

PEN Centres with Beacon Centre and Civil Society programmes were also asked to share their programmes at relevant Committee and Network meetings both at the PEN Congress and at the Writers for Peace Committee meeting in Bled and at the Translation and Linguistic Rights Committee meeting in Girona in 2014.

Building on the success of its education and youth programmes PEN international was selected in 2014 by the Clifford Chance Foundation to undertake a three year project under its Access to Education programme. The aim of the project is to enable PEN International to develop the *PEN school club programme* worldwide. The programmes engage young people in creative learning and train teachers through human rights and creative writing workshops.

Eleven PEN Centres were invited to participate in the PEN International – Clifford Chance Foundation Access to Education programme: PEN Ghana, PEN Guinea, Slovenian PEN, PEN Nigeria, PEN Sierra Leone, Zambian PEN, PEN Kenya, Slovakian PEN, Central Asian PEN (through the organised Congress school visits), PEN Iberian American Foundation – Bolivian programme and PEN Lebanon.

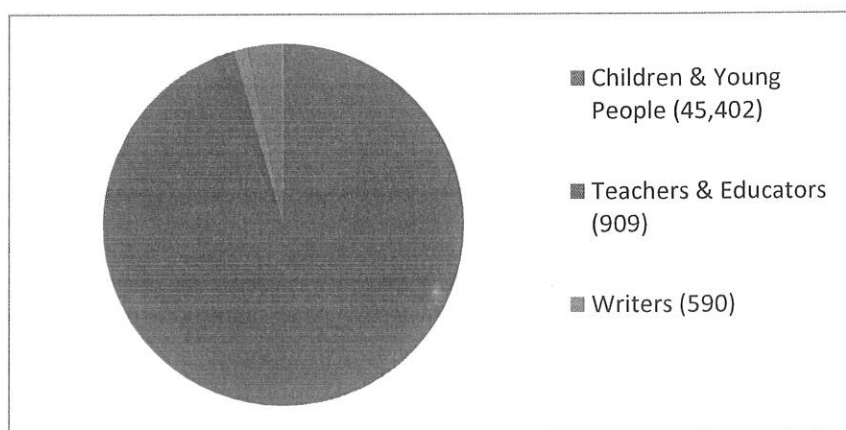
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In Sierra Leone, Guinea and Nigeria our programme delivery experienced delays due to school closures because of the Ebola crisis. Schools in Guinea reopened on 19 January 2015. The Ebola crisis, however, gave rise to a new set of needs for successful programme implementation – the participating schools lacked sanitation systems to prevent the further spread of the Ebola virus. Therefore our colleagues have requested that part of the funding they receive be used to purchase thermometers, disinfectants and organise trainings for school staff and the students' families on how to prevent the spread of the virus. The prevention work took place in 40 partner schools in partnership with the regional hospital in Labe, benefitting more than 30,000 students.

Reported number of direct programme beneficiaries January 2014- February 2015 (combined SIDA and Clifford Chance Foundation programmes figures)



Centres Support

In 2014 PEN continued to provide dedicated support to Centres and PEN's standing committees, enhancing the quality of programming and output of active centres.

Highlights of 2014 have included:

- Development of a new four year Centre Support Strategy. Building on the development of new policies and procedures for working with Centres in 2012/2013 as part of the SIDA programme, PEN International has developed a more comprehensive strategy for Centre support in the areas of (i) Proposed Centres, (ii) New Centre Support, (iii) Twinning and Mentoring support and Coordination, (iv) Centre mapping, databasing and needs analysis.
- PEN International has supported the launch for four new PEN Centres: PEN Honduras, PEN Eritrea (see case study), PEN Liberia, and Wales PEN Cymru.
- SIDA funds have been leveraged to attract funding for additional programmes in Myanmar, Ethiopia, Eritrea, Kenya, Nigeria, Serbia and Haiti.
- PEN International has offered ongoing support and mentoring to Centres in years 1-3 in line with the 'Working with New Centres' basic support strategy in Myanmar and Delhi.
- PEN International has worked to resolve Centre disputes through mediation

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PEN Centre development: PEN Eritrea

Since the government crackdown on dissent in September 2001, Eritrea has emerged as a country with one of the most egregious freedom of expression and freedom of association records in the world. It is a country with no independent media, no political parties apart from the ruling People's Front for Democracy and Justice (PFDJ), and where no national elections have been held for over a decade. It remains one of the most heavily censored countries in the world. Eritrean journalist and writer Dessale Bereket Abraham was arrested in June 2007 and held for 5 months. He was never charged with a crime and it the reason for his arrest and detention remain unclear. He was tortured, beaten and repeatedly instructed to stop writing. In 2010 Abraham fled Eritrea.

PEN International first worked with Abraham in December 2011 when our Writers in Prison Committee processed his application to ICORN. Through this programme Abraham was given a 'writers in residence' placement in Norway, where he remains to this day.

Abraham attended the joint WiPC/ICORN conference in 2013 and was on the panel of a Horn of Africa focus group, discussing freedom of expression issues in the region. Through SIDA's support for our international advocacy work, Abraham was invited to attend the 18th session of the UPR, where he presented PEN's report on free expression in Eritrea to the Human Rights Committee. Abraham and poet, journalist and editor Haile Bizen Abraham took part in panel discussions at side events and spoke to diplomats from Switzerland, the USA and Canada about freedom of expression issues in the country. They also spoke to media about their experiences of fleeing persecution and their assessment of the government's claims during the review.

Throughout this period Abraham discussed with PEN International the possibility of establishing the first ever PEN Eritrea Centre to help coordinate civil society campaigning in Eritrea, support Eritrean activists living abroad, and - in the words of the Centre's Constitution - take steps towards *'building an open, harmonious, tolerant and free society where the rights of all citizens to access, share, and disseminate information is guaranteed.'*

PEN's International Programmes team have been working closely with the founding members of PEN Eritrea to support them through the process of establishing a PEN Centre, ensuring that they are engaged with and receiving support from the PEN community in the countries in which their members are based.

'Being a member of such accredited organization (PEN) has many benefits for the Eritrean writers and journalists detached from their bases. It empowers them to make their voices heard in wider arena; helps them be connected with other Centres; endows them to articulate their views from experience of other Centres whose freedom of expression has been compromised and hijacked; helps them stay connected under the umbrella of known organization; creates opportunities for upcoming writers and helps reach targeted audience for established writers. PEN Eritrea is at initial stage, PEN International, however, is helping the Centre with expertise in laying the structure, soliciting funds, and creating connection.' - **Abraham T. Zere, Executive Director of PEN Eritrea**

PEN Eritrea was formally launched at 89th PEN International Congress 2014 in Bishkek, Kyrgyzstan. Dessale Abraham presented the new Eritrean PEN Centre to the Assembly of Delegates in a heartrending speech in which he shared details of his imprisoned and disappeared friends.

As part of our new Centres Strategy, supported by SIDA, PEN International is now supporting PEN Eritrea to ensure that a strong and sustainable Centre can be established.

Developing Twinning and Mentoring with PEN Myanmar

Literature from Norway, Campaigns from the US

As a new PEN Centre established in 2013, PEN Myanmar have received dedicated support from PEN International throughout 2014. The Centre has been mentored by PEN International in designing a project for their Civil Society Programme, and we have worked closely together on an Open Society Foundation grant which is supplying seed money for Centre development, as well as covering organisational costs such as office space and staffing.

As the Centre enters its second year in the PEN Community, twinning and mentoring Centres are partnering with PEN Myanmar to build on this work and develop new programmes with the Centre.

Dr. Ma Thida, Nay Phone Latt, and Khin Mya Zin—delegates of the new PEN Myanmar—with the help of PEN Canada and PEN American Center, travelled to Canada and the US in November 2014 to talk to North American audiences and policymakers about the role of the US in advancing free expression and human rights in Myanmar. The meetings marked the beginning of twinning collaboration which will involve training and staffing for PEN Myanmar campaigns focused on hate

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speech as well as US-based campaigning on Myanmar becoming a central focus of PEN American Center's advocacy strategy in the coming years.

PEN Norway have also begun to support the work of PEN Myanmar. Building on the success of the Panel Discussions and Creative Writing Workshops supported through the SIDA Civil Society Programme, PEN Norway are working closely with PEN Myanmar on developing a project - *Literature for Everyone* - which will not only build on the Centres previous work but will also help PEN Myanmar target the most rural and isolated communities with their travelling workshops.

PEN International has worked to coordinate various sources of financial support to PEN Myanmar, to ensure that the most pressing needs of the Centre are fully considered and addressed and that the different levels of support provided complement each other.

A research and capacity building trip by PEN International will begin in 2015, which will include training centre members in the UPR process. Additionally, in May we submitted a memorandum to the UK Foreign Affairs Committee, which was scrutinising the Foreign Office's policy on Myanmar (Burma). We received a request for further information about the status of political prisoners in relation to the 2015 election.

I feel that the Panel Discussion program of PEN Myanmar and PEN international look like the world's breeze come and touch Myanmar land. But the sky of our land is still coloured with darkness' - Programme participant, PEN Myanmar literature projects

Digital Security Training for Centres at Risk

PEN International identified a number of Centres operating in countries where digital communications is insecure and therefore carries with significant risks and therefore hugely limits freedom of expression. Centres identified included PEN Myanmar, PEN Ethiopia, and PEN Honduras.

PEN International was able to raise funds to support intensive digital security training for these Centres:

- PEN Honduras members took part in a comprehensive week-long training programme provided by the security organisation IREX.
- PEN International and PEN American Center helped provide digital security training for PEN Myanmar members, working with the NGO Internews.

Our Work with Standing Committees

Through SIDA funding we have been able to fund an administrator for the Peace Committee and Translation and Linguistic Rights Committee. This has improved the way in which PEN has been able to work with both. We have also developed our support to the Women Writers' Committee. Additionally, we have been able to fund the work of the Peace Committee in bringing together writers and public intellectuals from across political divides, such as organising a several meetings with Andrei Kurkov and Alexei Simonov at a Peace Committee meeting in Slovenia in 2014 to discuss, both publically and privately, the emerging crisis in the Ukraine, and strategies for intervention from public intellectuals.

Below is a summary of 2014 highlights:

Translation and Linguistic Rights Committee

- PEN International supported the Translation and Linguistic Rights Committee in drafting resolutions on the Portuguese Language and the Catalan Language;
- Key days marked by the Translation and Linguistic Rights Committee included International Mother Language Day (Feb 2014) and International Translation Day (Sept 2014)
- PEN International has been able to leverage SIDA funds to attract funds to increase work on linguistic rights, including through our minority language publishing project funded through UNESCO's International Fund for Cultural Diversity;

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- The TLRC has used key international days to highlight the work of PEN Centres around the world in this area;
- The TLRC is currently developing a Declaration outlining key principles for PEN Centres working to support translators rights;
- The TLRC is working to develop the international make-up of its membership and has developed a plan to hold its first ever meeting in Africa in 2016, reflecting its increasing international reach.

Women Writers Committee

- Working with PEN International the WWC participated in the 58th Session of the United Nations Committee on the Status of Women in March 2013, which focused on the theme '*Challenges and achievements in the implementation of the Millennium Development Goals for women and girls*'. Following submission of statements from PEN International and the Women Writers Committee, we were one of a small number of NGOs invited to make an Oral Statement to the United Nations General Assembly on the subject.

Writers for Peace Committee

- Engagement of new PEN Centres on in work promoting peace and reconciliation, including PEN Myanmar and Wales PEN Cymru;
- The Committee took part in the Writers Unlimited Festival at the Hague in January 2014 where journalist Oksana Chelysheva received our PEN/Oxfam Novib Award. The renowned Anglo-Dutch writer Ian Buruma delivered a Free the Word! lecture at a sold-out event. The Peace Committee also officially launched the Bled Manifesto with a press conference at the festival.

FINANCIAL REVIEW

During 2014 the board focused on renewing the partnership with the Swedish International Development Agency (SIDA). For that purpose, it engaged in drafting a four year Strategic Plan (2015-2018) with participation from Centres at the 80th PEN Congress. This plan was complemented with a participatory evaluation of the previous partnership with SIDA (2012-2015) and included finalising all the projects included in that agreement by the end of 2014.

The new strategic plan, to be signed in May 2015, includes a donor plan with two major guidelines: to increase unrestricted funding through the promotion of the PEN International Circles and the development of new partnerships with major funders in Germany, France, the Scandinavian Countries and North America.

This year has seen the consolidation of the Publishers Circle, strengthening of the Writers Circle (to be launched in Spring 2015) as well as developing the Screen Circle and the Readers Circle to be launched by the end of 2015. The four circles will build an unrestricted reserve fund in the medium term sufficient to ensure the continuity of PEN's programmes and activities and to provide security in the event of contingencies like PEN International Congresses in countries with fundraising difficulties, such as the recent international Congress held in Kyrgyzstan.

The principal restricted funding sources for 2014 were the Swedish International Development Agency (SIDA), the Norwegian Ministry of Foreign Affairs, a new partnership with the Finnish Ministry of Foreign Affairs and the UK Foreign and Commonwealth Office, UNESCO and the Fritt Ord Foundation. These funding streams support the international programmes, the research and campaigns of the Writers in Prison Committee programmes, as well as the development of PEN International communications.

Plans for future period

From 2015 to 2018, the organisation will focus on: promoting and defending freedom of expression, literatures and linguistic diversity worldwide; developing strong, diverse and sustainable PEN Centres, who are influential and effective civil society actors; growing support and action through enhanced communications and campaigning to protect and promote freedom of expression, literatures globally through to PEN's centennial year.

Our fundraising aims for the 2015 to 2018 are to sustain momentum; to continue and complete the capacity building process at both the Centre and Secretariat level; and to develop the resources to sustain the PEN network and ensure the impact of its

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FOR THE YEAR ENDED 31 DECEMBER 2014

programmes once this capacity building process is completed. The overarching goal is simple: to achieve an organisational step change in which PEN has the capacity to coordinate and sustain effective civil society programmes throughout the PEN network, and in which the scale and impact of PEN's programmes attracts ongoing, sustaining support from a variety of funding sources at both the local and international level.

The organisation is also in the process of developing an Anti-Bribery and Corruption Policy.

Statement of disclosure of information to auditors

The Trustees have confirmed that, so far as they are aware, there is no relevant audit information of which the Company's auditors are unaware, and that they have taken all the steps they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the Company's auditors are aware of the information.

Auditors

H W Fisher have indicated their willingness to continue in office and offer themselves for reappointment as such, under Section 485 of the Companies Act 2006.

Preparation of the report

The report of the Board of Trustees has been prepared in accordance with the small company regime (section 419(2) of the Companies Act 2006).

The report was approved and authorised for issue by the Trustees on 31 March 2015 and signed on its behalf by:



.....

Jarkko Tontti, International Treasurer

INTERNATIONAL P.E.N.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees, who are also the directors of International P.E.N. for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INTERNATIONAL P.E.N.

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF INTERNATIONAL P.E.N.

We have audited the accounts of International P.E.N. for the year ended 31 December 2014 set out on pages 23 to 33. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement on page 21, the Trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2014, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006.

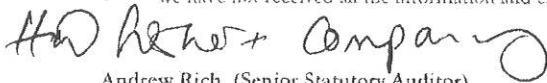
Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Andrew Rich (Senior Statutory Auditor)

for and on behalf of

Chartered Accountants

Statutory Auditor

Acre House

11-15 William Road

London

NW1 3ER

Dated: 11/4/15

INTERNATIONAL P.E.N.

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2014

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2014 £	Total 2013 £
<u>Incoming resources from generated funds</u>						
Donations and legacies	2	193,594	-	25,282	218,876	170,171
Activities for generating funds		162,149	-	-	162,149	142,657
Investment income	3	-	-	-	-	134
		355,743	-	25,282	381,025	312,962
Incoming resources from charitable activities	4	12,817	-	755,074	767,891	641,428
Total incoming resources		368,560	-	780,356	1,148,916	954,390
<u>Resources expended</u>						
Costs of generating funds						
Costs of generating donations and legacies	5	2,685	-	-	2,685	2,460
Charitable activities						
General advocacy and support		240,259	2,365	731,013	973,637	679,107
Writers in Prison		105,341	901	186,699	292,941	238,123
Total charitable expenditure		345,600	3,266	917,712	1,266,578	917,230
Governance costs		39,720	-	-	39,720	18,550
Total resources expended		388,005	3,266	917,712	1,308,983	938,240
Net (outgoing)/incoming resources before transfers		(19,445)	(3,266)	(137,356)	(160,067)	16,150
Gross transfers between funds	9	(2,244)	2,244	-	-	-
Net (expenditure)/income for the year/ Net movement in funds		(21,689)	(1,022)	(137,356)	(160,067)	16,150
Fund balances at 1 January 2014		174,145	15,496	299,880	489,521	473,371
Fund balances at 31 December 2014		152,456	14,474	162,524	329,454	489,521

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

INTERNATIONAL P.E.N.**BALANCE SHEET****AS AT 31 DECEMBER 2014**

	Notes	2014 £	£	2013 £	£
Fixed assets					
Tangible assets	10		14,474		15,496
Current assets					
Debtors	11	158,353		158,046	
Cash at bank and in hand		245,499		372,357	
		<u>403,852</u>		<u>530,403</u>	
Creditors: amounts falling due within one year	12	<u>(88,872)</u>		<u>(56,378)</u>	
Net current assets			<u>314,980</u>		<u>474,025</u>
Total assets less current liabilities			<u><u>329,454</u></u>		<u><u>489,521</u></u>
Income funds					
Restricted funds	14		162,524		299,880
Unrestricted funds:					
Designated funds	15		14,474		15,496
Other charitable funds			152,456		174,145
			<u>329,454</u>		<u>489,521</u>

The accounts were approved by the Board on

31st March 2015



Jarkko Tontti
International Treasurer

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2014

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

Donations and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Donated facilities are included as gifts in kind at the value to the Charity where this can be quantified and a third party is bearing the cost. These are included in both incoming and outgoing resources. No amounts are included in the financial statements for services donated by volunteers.

Unrestricted income is deferred when this is received and relates to a period following the year end. Restricted income is deferred only when this relates wholly to a future period, as specified by the funder.

1.3 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Support costs, which cannot be directly attributed to particular activities, have been allocated proportionately to the direct staff costs relating to the activities.

Governance costs include the costs of servicing Trustees' meetings, audit and strategic planning.

The charity has irrecoverable VAT, arising from its partially exempt status, which is included within resources expended.

1.4 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Office equipment	25% reducing balance
------------------	----------------------

The policy with respect to impairment reviews of fixed assets is that these assets are inspected regularly for any impairment and any defect remedied so as to maintain the current value.

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.7 Foreign currency translation

Transactions denominated in foreign currencies are recorded at the rate ruling at the date of the transaction.

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. All differences are included in net outgoing resources.

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

1 Accounting Policies

(Continued)

1.8 Funds

The accounts are prepared showing unrestricted, designated and restricted funds. Unrestricted funds are deployed for the general purposes of the charity but where there has been a decision of the Trustees to commit funds for a particular purpose e.g. for the purchase of fixed assets, these amounts are shown as designated funds and not currently available for general expenses.

Restricted funding is deployed in agreement with individual funders for agreed purposes and only available for those specified purposes. Where the expenditure on a project or programme exceeds the amount of the restricted funding available, the shortfall stands to be made up by a transfer from unrestricted funds.

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
Donations and gifts	193,594	25,282	218,876	170,171
Donations and gifts				
Unrestricted funds:				
Individual contributions			9,149	14,237
PEN centre contributions			8,418	7,144
Due payments receivable			110,303	94,907
Gifts in kind			55,224	21,430
Other income			10,500	10,500
			193,594	148,218
Restricted funds:				
PEN centre contributions			1,305	1,500
Writers In Prison Committee centre contribution			15,959	13,083
Gifts in kind			8,018	7,370
			25,282	21,953

Gifts in kind include £47,206 (2013: £10,000) for legal assistance, £nil (2013: £4,058) for travel and £16,036 (2013: £14,742) for general advocacy.

3 Investment income

	Total 2014 £	Total 2013 £
Interest receivable	-	134

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2014

4 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
Grants receivable	12,817	755,074	767,891	641,428
Unrestricted funds:				
Company donations			12,817	18,339
Islandsstofa			-	5,278
			12,817	23,617
Restricted funds:				
Norwegian Ministry of Foreign Affairs			58,519	66,679
ICORN			77,820	39,320
SIDA			326,848	436,329
NOVIB			-	23,970
Commonwealth Foundation			30,000	-
OIF			35	4,193
Company Donations			50,000	-
Other income			19,616	-
UNESCO			29,592	-
Fritt Ord Foundation			30,000	30,000
Swedish Writers Union			-	692
Other income			-	16,128
Company Donations			-	500
Natur and Kujtur			8,337	-
Evan Cornish Foundation			3,000	-
Foreign and Commonwealth Office			27,929	-
Finnidia			78,801	-
Open Society Foundation			14,577	-
			755,074	617,811

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2014

5 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2014 £	Total 2013 £
Costs of generating funds					
Costs of generating donations and legacies	1,845	-	840	2,685	2,460
Charitable activities					
<u>General advocacy and support</u>					
Activities undertaken directly	277,316	-	427,749	705,065	482,552
Support costs	81,305	2,365	184,902	268,572	196,555
Total	358,621	2,365	612,651	973,637	679,107
<u>Writers in Prison</u>					
Activities undertaken directly	134,446	-	52,254	186,700	163,827
Support costs	30,974	901	74,366	106,241	74,296
Total	165,420	901	126,620	292,941	238,123
	524,041	3,266	739,271	1,266,578	917,230
Governance costs	11,198	-	28,522	39,720	18,550
	537,084	3,266	768,633	1,308,983	938,240

Governance costs includes payments to the auditors of £6,000 (2013: £6,000) for audit fees. Charitable activities costs includes payments made to the auditors of £2,000 (2013: £2,000) for other services.

6 Support costs

	General advocacy and support £	Writers in Prison £	Total 2014 £	Total 2013 £
Other costs	184,902	74,366	259,268	251,653
Staff costs	81,305	30,974	112,279	14,300
Depreciation	2,365	901	3,266	4,898
	268,572	106,241	374,813	270,851

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year, but the Trustee Board (six members) was reimbursed a total of £10,072 travel and subsistence expenses (2013: five were reimbursed £6,626).

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2014 Number	2013 Number
Charitable activities	10.0	8.3
Fundraising	0.4	0.6
Governance	0.6	0.5
Support	4.2	2.6
	<u>15.2</u>	<u>12</u>

Employment costs

	2014 £	2013 £
Wages and salaries	481,522	404,813
Social security costs	47,354	38,708
Other pension costs	8,208	7,436
	<u>537,084</u>	<u>450,957</u>

There were no employees whose annual emoluments were £60,000 or more.

9 Transfers

A transfer of £2,244 was made from unrestricted funds to the fixed asset designated fund to represent the fixed asset additions in the year.

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NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2014

10 Tangible fixed assets

	Office equipment £
Cost	
At 1 January 2014	41,113
Additions	2,244
	<u>43,357</u>
At 31 December 2014	43,357
Depreciation	
At 1 January 2014	25,617
Charge for the year	3,266
	<u>28,883</u>
At 31 December 2014	28,883
Net book value	
At 31 December 2014	<u>14,474</u>
At 31 December 2013	<u>15,496</u>

11 Debtors

	2014 £	2013 £
Centre contributions due	37,748	40,731
Other debtors	71,471	93,140
Prepayments and accrued income	49,134	24,175
	<u>158,353</u>	<u>158,046</u>

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NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2014

12 Creditors: amounts falling due within one year	2014	2013
	£	£
Trade creditors	44,788	20,574
Taxes and social security costs	12,761	11,801
Other creditors	15,354	7,003
Accruals	15,969	17,000
	<u>88,872</u>	<u>56,378</u>
<u>Deferred income</u>		
Balance at 1 January 2014	-	34,504
Amount released to incoming resources	-	(34,504)
Amount deferred in the year	-	-
	<u>-</u>	<u>-</u>
Balance at 31 December 2014	<u>-</u>	<u>-</u>
13 Pension and other post-retirement benefit commitments		
Defined contribution		
	2014	2013
	£	£
Contributions payable by the company for the year	<u>8,208</u>	<u>7,436</u>

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2014

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at	Movement in funds		Balance at
	1 January 2014	Incoming resources	Resources expended	31 December 2014
	£	£	£	£
Writers in Prison Committee (WIPC)	22,108	205,221	(186,699)	40,630
Swedish International Development Cooperation Agency (SIDA)	275,152	326,848	(603,622)	(1,622)
Schools & Creativity	2,620	-	-	2,620
Centre Development	-	181,750	(78,133)	103,617
Norwegian Ministry of Foreign Affairs (NMFA)	-	58,519	(41,240)	17,279
	299,880	772,338	(909,694)	162,524

The purpose of the funds is indicated below:

WIPC - The mobilisation of communication and support in opposition to the infringement of freedom of expression.

SIDA - Support for regional programmes for PEN centres and support for capacity and outreach in London. The temporary deficit on this fund at the year end will be covered by a new grant from SIDA that is expected to be received in 2015.

Schools & Creativity - Support for regional programmes for PEN centres in Africa.

Centre Development - Supporting exchanges mainly between the African centres.

NMFA - Support for the work of the Writers in Prison Committee in the Middle East, Asia and North Africa.

INTERNATIONAL P.E.N.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				Balance at 31 December 2014
	Balance at 1 January 2014	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Fixed Assets Fund	15,496	-	(3,266)	2,244	14,474
	15,496	-	(3,266)	2,244	14,474

16 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fund balances at 31 December 2014 are represented by:				
Tangible fixed assets	-	14,474	-	14,474
Current assets	241,328	-	162,524	403,852
Creditors: amounts falling due within one year	(88,872)	-	-	(88,872)
	152,456	14,474	162,524	329,454

17 Commitments under operating leases

At 31 December 2014 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2014	2013	2014	2013
	£	£	£	£
Expiry date:				
Within one year	38,065	-	-	-
Between two and five years	-	51,347	1,748	1,748
	38,065	51,347	1,748	1,748